

# ***Nationwide Wyoming Air Guard Technician Vacancy Announcement***

AIR GUARD AREA 3 - NATIONWIDE JOB OPPORTUNITY TECHNICIAN VACANCY ANNOUNCEMENT

***This vacancy is open to anyone eligible to join or transfer to the Wyoming Air National Guard.***

Please review the Instructions for Applying section prior to submitting an application package.

06 NOV 2006

**ANNOUNCEMENT #: 07-10**

**CLOSING DATE: 06 DEC 2006**

**TECHNICIAN TITLE, SERIES & GRADE:** Air Traffic Control Specialist (Terminal), GS-2152-11

**SALARY RANGE:** \$60,046.00 - \$78,064.00 per year

**LOCATION OF POSITION:** 243rd ATC, Cheyenne, Wyoming

**APPOINTMENT FACTORS:** Excepted Service **Enlisted** - the incumbent of this position is required to be a military member of the Wyoming Air National Guard.

**Upon acceptance of position, individual must be able to assume duties within 45 days.**

**MILITARY GRADE REQUIREMENTS AND COMPATIBILITY CRITERIA:** After selection must possess or be eligible for assignment to Air Force Specialty Code (AFSC) 1C1X1. Minimum military grade available is E-5. Maximum military grade authorized is E-7. Promotion in the 243rd ATCS is subject to Commander discretion and unit policy.

**POSITION SENSITIVITY:** 2 - Noncritical-Sensitive (NCS)

**AREA OF CONSIDERATION:** This vacancy is open to anyone eligible to join or transfer to the Wyoming Air National Guard.

**TECHNICIAN QUALIFICATION REQUIREMENTS:** **GENERAL** - Must have administrative or technical work experience, education, or training which demonstrated the potential for performing air traffic control (ATC) work.

**SPECIALIZED** - Must have 36 months of specialized experience to qualify at the GS-11 level, which has included:

- (1) Experience that demonstrates difficult and complex flight control assignment;
- (2) Experience/training which provided a knowledge of air traffic control laws, rules, and regulations;
- (3) Experience which demonstrates the ability to provide the full range of preflight and in-flight services;
- (4) Experience which demonstrates the ability to contact other controllers and pilots in cases of emergency;
- (5) Experience in providing information concerning weather, air navigation, and airport conditions;
- (6) Experience which would indicate a general knowledge of the performance characteristics of a wide variety of aircraft;
- (7) Experience which demonstrates the ability to perform the full management duties of an Air Traffic position.

**SUBSTITUTION** - A maximum of 12 months of specialized experience may be substituted by successful completion of undergraduate study at an accredited college or university at the rate of 30 semester hours for 12 months of experience. The education must have been in fields directly related to the type of work of the position. Transcripts or certificates of completion must be provided in order to receive the substitution credit for specialized experience.

**OTHER** - Incumbents are required to possess and **provide proof** of a valid ATC Specialist Certificate and/or Control Tower Operation Certificate with their application. **Must be Watch Supervisor qualified** and provide verification of such qualifications with their application. ATC Specialists must also obtain a rating for the assigned facility within 90 days after assignment. Must be able to pass a class II flying physical or possess an FAA Second Class Medical Certificate. Must have normal color vision.

**DUTIES AND RESPONSIBILITIES:** The primary purpose of this position is to provide, on a rotation basis, tower and radar control services to military and civilian aircraft at an airport equipped with Radar Approach Control (RAPCON). Direct movement of aircraft in flight and on the ground as displayed on radar indicator, pilot reported, or observed visually from the tower. Initiates/relays and issues air traffic control clearances and instructions in facility of assignment for aircraft operating IFR and/or VFR. Direct aircraft during landing, take-off, and taxiing operations. Implement operational plans and procedures to ensure continuity of required service during emergency conditions such as power failures, fire, storm damage, etc. May provide On-the-Job Training (OJT) to newly assigned controllers. Schedules may change rapidly and with minimum notice. Performs other duties as assigned.

**NOMINATING OFFICIAL:** Mr. Barry Dishman, Air Traffic Manager

**WYOMING NATIONAL GUARD HUMAN RESOURCE OFFICE (HRO) POINT OF CONTACTS:**

OC Casey Henry, (307) 772-5167, DSN 388-5167, or E-Mail [casey.henry@wy.ngb.army.mil](mailto:casey.henry@wy.ngb.army.mil)

***The Wyoming Military Department is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, color, national origin, sex, political affiliation, or any other non-merit factor.***

**PRE-EMPLOYMENT INQUIRY:** An employment inquiry may be sent by the HRO to those previous employers shown on the application in order to provide reasonable assurance that there is no derogatory suitability information. The incumbent may be required to pass a physical screening prior to being assigned.

**SUBMIT YOUR APPLICATION TO:** Human Resources Office  
Attn: Technician Staffing  
5500 Bishop Boulevard  
Cheyenne, WY 82009-3320

**INSTRUCTIONS FOR APPLYING:** All application materials must be received in HRO no later than 1630 on the indicated closing date. Materials arriving after the closing date will not be considered. Do not submit application materials in binders, file folders, etc.

You will be rated on your experience as related to the Qualification Requirements section of the vacancy announcement. These minimum experience requirements are essential for successful performance in the position. You must fully justify, on your application, how you meet these requirements, as related to the duties and responsibilities of the position.

The application packet will consist of the following: A typed or neatly printed summary of your history. This may be a resume, established form (OF 612), or any other application form you choose. As a minimum, your packet must include the following information in order to be considered:

- Announcement number and title of the position for which you are applying.
- Your full name, mailing address, and phone number(s) where you can be reached.
- Your military grade, primary AFSC and unit of assignment.
- Your social security account number and birth date.
- **A narrative of your work (paid or unpaid), training, education, and/or other experiences that may be related to this vacancy.**
- List all pertinent military experiences.
- Describe duties in your own words; do not submit copies of official position descriptions.
- **Credit will be granted only if there is sufficient information in your application to fully substantiate how you satisfy the qualification requirements.**
- If you believe your education will help you qualify for this vacancy, include a copy of your **transcript(s)**. Education substitution credit will not be given without transcripts.
- Show actual dates for all work experience submitted.

Incomplete applications will not be considered. All application materials will be retained by the Human Resources Office as part of the staffing file. You may submit copies rather than original documents. Veteran's preference does not apply to positions in this agency.

**Special notes:**

- Acceptance of a permanent or indefinite position will cause termination from the Selected Reserve Incentive Program (SRIP).
- Relocation expenses (PCS) are not authorized.
- The selectee will be required to participate in Direct Deposit/Electronic Fund Transfer (DD/EFT).
- Use of government envelopes and/or postage for personal use is strictly prohibited.
- The selected applicant must complete a "Declaration of Federal Employment" prior to the appointment date.
- Faxed/emailed applications will be accepted for deployed members only.

Please feel free to call us at (307) 772-5167, DSN 388-5167, or E-Mail [casey.henry@wy.ngb.army.mil](mailto:casey.henry@wy.ngb.army.mil) for any additional information or clarification that you may need in reference to this procedure.